Town of East Hampton

**Town Facilities Building Committee**

 **Special Meeting**

August 7, 2017- 6:30 P.M.

East Hampton Town Hall Conference Room

**DRAFT MINUTES**

**Present:** Chairman Glenn Gollenberg, Vice Chairman Kurt Comisky, Fred Galvin, Jeff Foran, George Pfaffenbach, Cliff Libby, and Ray Moore, with Lisa and Steve Motto, Town Manager Mike Maniscalco, and Tony Amenta of Amenta Emma Architects.

**Absent:** Stephen Karney, Rebecca Tinelle-Sawyer

**Call to Order:** The meeting was called to order at 6:30 P.M. by Chairman Gollenberg.

**Approval of Minutes- July 19, 2017:** *Mr. Foran moved and Mr. Galvin seconded to approve the minutes of July 19, 2017 regular meeting. Voted 6-0-1 in favor, with Mr. Moore abstaining,*

 **-July 27, 2017:** *Mr. Foran moved and Mr. Libby seconded to approve the minutes of the July 27, 2017 regular meeting. Voted 6-0-1 in favor, with Vice Chairman Comisky abstaining.*

**Architect Update:** The pricing of the project was presented to the committee by Tony Amenta of Amenta Emma. More details, grading plans, and specific items have been added to the rendering of the project. A new addition added would be solar panels to the canopy for the police department. This new addition would save money on energy and was added into the projected cost model. Another change would happen when digging into the earth and finding something unexpected. It would change the projected cost model slightly with that added surprise; that is also where the five percent contingency plan helps a project immensely. Mr. Amenta handed out copies of the projects cost model; the benchmarking study back in June had the project cost at $18,751,684 while the pre-referendum design phase projected cost at $18,981,000. That means for the benchmark it would be $597/ square feet and the pre-referendum would be $586/ square feet. These numbers are cost estimations for the project; meaning nothing is completely set in stone. Everything is included into the projected cost; including materials, architect fees, contractor fees, and more. The project is programmed close to 33,000 square feet total, but that number could change as the project goes on.

 It was discussed that this needs to be presented to the Town Council as one project instead of three separate projects. The project includes the Town Hall, Police Department, and the Board of Education all in one building, not three separate buildings for each department. A concurrence is needed from the Town Council for the project to move forward. Then the project is brought to the Board of Finance to make a recommendation to proceed.

*Mr. Pfaffenbach moved to approve the estimated cost of $18,981,000 to present to the Town Council at their August 8 meeting. Voted 7-0 in favor.*

**Update OPM:** Nothing to report. The important dates added to the agenda needs to be updated.

**Report & Discussion from Public Relations Sub-Committee:** It was discussed that when answering questions from the community, the committee members should be cautious but truthful. There would be a sixty-day period between the last important meeting for the committee and the referendum where the members should be careful while answering project questions. There will be a booth set up for the town fireworks for the committee to further present the project to the community.

**Update from Design Sub-Committee:** There are no updates to report.

**Public Remarks:** None

**Adjournment:** *A motion was made by Mr. Foran, seconded by Mr. Moore, to adjourn the meeting at 8:00 p.m. Voted 7-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk